

# DIRECTIVE

## WORKFORCE INVESTMENT ACT

Number: WIAD04-1

Date: July 21, 2004  
69/45:114:va:8455

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: HIGH CONCENTRATION OF ELIGIBLE YOUTH

### EXECUTIVE SUMMARY:

#### Purpose:

This directive addresses the State's responsibility under the Workforce Investment Act (WIA) for providing additional assistance to Local Workforce Investment Areas (LWIA) identified as having a high concentration of eligible youth. This directive applies to LWIAs that were assessed as having high concentrations of eligible youth during Program Year (PY) 2003-04, and will be reissued annually.

#### Scope:

This directive addresses the criteria for selection of LWIAs eligible to receive additional assistance and procedures for award application.

#### Effective Date:

This directive is effective upon release.

### REFERENCES:

- WIA Sections 101(13), (25) and 129(b)(2)(C)
- Title 20, Code of Federal Regulations (CFR) Part 664, Section 664.200

### STATE-IMPOSED REQUIREMENTS:

This directive contains only State-imposed requirements.

### FILING INSTRUCTIONS:

This directive supersedes WIA Directive WIAD02-16, dated June 20, 2003, and finalizes WIA Draft Directive WIADD-72, issued for comment on June 29, 2004. Retain this directive until further notice.

### BACKGROUND:

Title I-B of WIA requires that funds be used to provide effective and comprehensive activities to eligible youth seeking assistance in achieving academic and employment success. Recognizing the necessity for serving areas with the greatest need, WIA requires the State to provide additional assistance to areas with a high concentration of eligible youth.

## **POLICY AND PROCEDURES:**

For the purposes of this directive, "high concentration of eligible youth" is defined as the number of WIA eligible youth compared to the youth population, ages 14-21, in a LWIA. These calculations are based upon 2000 United States census data. The State has calculated this percentage statewide for each LWIA to determine additional assistance awards.

Selected LWIAs will receive an augmentation to their PY 2003-04 WIA subgrant under grant code 648. The funds must be used for direct services to participants. The period of use for these funds is July 1, 2004, through June 30, 2005. However, prior to the release of funds, each LWIA must meet the additional requirements stated below.

The LWIAs must have:

- Met the 30 percent out-of-school youth requirement [WIA Section 129(c)(4)] for PY 2001-02.
- Obligated at least 80 percent of PY 2001-02, youth formula funds by June 30, 2002, and at least 80 percent of PY 2002-03, youth formula funds by June 30, 2003.
- Expended all youth formula funds for PY 2001-02 within the life of the funds.

After assessing the concentrations of eligible youth by LWIA and applying the criteria above, the California Workforce Investment Board (CWIB) will notify 10 LWIAs to be awarded the additional assistance. The LWIA must submit a plan and budget to the CWIB by September 1, 2004. Funds will not be released to the LWIA until after the plan and budget have been approved by the CWIB. The plan and budget must reflect a projected increase in the number of WIA eligible youth to be served and the services to be provided as described in WIA Section 129(c)(2). The plan and budget also must show a connection and collaboration with resources and programs in the local community. The plan must state projected program outcomes, timelines for meeting those outcomes, and describe how funds can be leveraged with other funding sources.

## **ACTION:**

Bring this directive to the attention of appropriate staff.

## **INQUIRIES:**

If you have any questions, please contact your [Regional Advisor](#) at (916) 653-6347.

/S/ BOB HERMSMEIER  
Chief  
Workforce Investment Division